

# Guidance for completing the online Carer's Assessment and Review

## The Carer's Assessment and Review

If you wish to carry out an online Carer's Assessment and Review of Carer's Needs, you will first need to phone 0300 500 80 80. One of our advisors will talk to you and send you a link to the online assessment form if appropriate.

This fact sheet has been designed to support you to complete the online process. The answers you provide will be used to assess your needs as a carer and whether you may be eligible for a carer's Personal Budget and/or a Short Breaks service to help support you in your caring role. Please use this assessment to tell us about how your caring role is affecting your daily life.

## Terms used

The questions within this assessment offer multiple choice answers. In order to help you to answer the questions accurately, we have defined some of the terms used below.

The term "**significant**" is not defined in law, and so should be given its everyday normal meaning. If you think the effect your caring role is having on you in the particular area in question is sufficiently great or important to be worthy of attention, this could count as significant.

When we use the term "**I am unable to...**" we mean that you are either:

- Unable to achieve the outcome without assistance
- Able to achieve the outcome without assistance but doing so causes you or is likely to cause you significant pain, distress

or anxiety; or doing so endangers the health and safety of yourself, any children or cared for persons you also provide care for

## What to consider

When answering the questions, please use your best judgment with regards to the multiple choice options. Use the comments box under each question to evidence your answer in as much detail as possible.

It may help you to think about the following questions:

- How does caring effect this aspect of my life? Can I still do it?
- Do I make compromises in this area of my life so that I can continue with my caring role? If so, what are these compromises?
- Does my caring role result in less time to spend on this aspect of life?

## Completing the form

You will be able to save your form if you wish to return to it at a later time. The '**save**' button is at the bottom of each page. Saving your form will generate an automated email. You will only be able to access your saved form again by using the link contained within this email. If you save your form more than once, you will need to use the link in the most recent email you have received.

You will have a maximum of 28 days to complete your online Carer's form. After this time, the form will expire and you will no longer be able to submit the form.

## Technical difficulties

If you have not received your email with the link to access your assessment, please check your email Spam folder before calling us.

If you experience any difficulties in accessing the online Assessment or Review of Carer Needs you can contact our Customer Service Centre on the number below.

## Contact information:

Phone: 0300 500 80 80  
(Calls cost 3p a minute from a BT landline.  
Mobile costs may vary).

Email: [enquiries@nottscc.gov.uk](mailto:enquiries@nottscc.gov.uk)

Website: [www.nottinghamshire.gov.uk](http://www.nottinghamshire.gov.uk)

Minicom: 01623 869598

Phone 0300 500 80 80 if you need the information in a different language or format.